

TOWN OF SILER CITY

The Siler City Board of Commissioners met in Special Session on **Saturday, February 6, 2020** at 8:30am in the Courtroom at City Hall with Mayor Pro Tem Bray presiding. Commissioner Siler gave the invocation.

ELECTED TOWN OFFICIALS PRESENT: Cindy Bray, Curtis Brown, Norma Boone, Bill Haiges, Thomas “Chip” Price, and Tony Siler

ELECTED TOWN OFFICIALS ABSENT: Lewis Fadely

TOWN STAFF PRESENT: Town Manager Roy Lynch, Police Chief Mike Wagner, Fire Chief Scott Murphy, HR Director Nancy Darden, Planning Director Jack Meadows, Public Works and Utilities Director Chris McCorquodale, Finance Director Tina Stroupe, Parks and Recreation Director Jack Clelland, and Town Clerk Jenifer Johnson

DEPARTMENTAL UPDATES AND DISCUSSION

Governing Board (400)

Town Manager Roy Lynch stated that the Governing Board’s expenses are associated with the Board of Commissioners including monthly salaries, attorney fees, professional services, travel and training, and various dues and subscriptions. The requested budget includes an increase of approximately \$60,683.00 to funded non-profit organizations serving a public good in Siler City, the scanning project for documents currently being stored in City Hall, and the Municode Self-Publishing Software. Decreases include a reduction in election expenses and census mapping. Accordingly, the requested budget for this department is \$240,593.00 as compared to the FY21 budget of \$179,910.00.

If additional training, programs, or other activities are desired by the Board, this departmental budget can be adjusted accordingly.

The Town has received thirteen nonprofit requests totaling \$173,500.00, which are included in your budget packet. Since the Board established a set amount of 1.5% of Ad Valorem and Sales Taxes, this would represent 50% of each organization’s request. Staff is not recommending presentations by Non-Profit as in years past since the amount has been established.

Boys & Girls Clubs of Central Carolina	Triple Play and Smart Moves Program	\$7,500.00
Chatham Cares Community Pharmacy	Purchase of Medication	\$5,000.00
Chatham County Agricultural and Industrial Fair Association	Host Classes and Programs for Basic Skills.	\$5,000.00
Chatham County Communities in School	Case Management Services and Prevention Programs	\$5,000.00
Chatham County Council on Aging	Support provision of meals to Seniors living in Siler City	\$5,000.00

Chatham County Housing Initiatives	How 2 Save On Water & Energy Program	\$2,500.00
Chatham Literacy	Traditional Literacy, Civics and Language Literacy, Life Skills Literacy	\$10,000.00
Chatham Trades	Transit for Adults with intellectual and developmental disabilities	\$3,750.00
Hispanic Liaison	Community Support, Orgullo Latinx Pride Youth Program, COVID Relief	\$6,000.00
NC Arts Incubator	Classroom space	\$5,000.00
Salvation Army	Pathway to Hope Program	\$15,000.00
Siler City Development Organization	Façade Program and Building Rehab Grant	\$15,000.00
Western Chatham Food Bank	Food for low income and unemployed residents	\$2,000.00
TOTAL		\$86,750.00

Town Manager (405)

Town Manager Roy Lynch stated that the Town Manager’s Department Budget is for administrative expenses associated with Town Manager and Town Clerk. The requested budget has an increase \$1,362.00 which is associated with salaries and benefits. Accordingly, the requested budget for this department is \$114,785.00 as compared to the FY21 of \$113,423.00.

Human Resources (408)

Human Resources Director Nancy Darden stated that the Human Resources Department expenses are associated with personnel recruitment and retention. The requested budget includes an increase of approximately \$21,534.00 from current year which includes advertising, annual physicals for Fire Department and CDL drivers. Accordingly, the requested budget for this department is \$153,764.00 as compared to the FY21 budget of \$132,230.00.

The Board of Commissioners asked questions of Darden about the physicals for the Fire Department and CDL drivers.

Finance (410)

Finance Director Tina Stroupe stated that the Finance Department Budget is for administrative expenses associated with the financial operations of the Town. The requested budget has an increase of \$51,110.00 and include increases for an additional staff person. Some of the additional costs are offset by the reduction in the Capital Improvement Plan. Accordingly, the requested budget for this department is \$270,919.00 as compared to the FY21 budget of \$219,809.00.

The Board of Commissioners discussed the duties of the additional staff.

Water and Sewer Administration (710)

Public Works and Utilities Director Chris McCorquodale stated that the Water Sewer Administration's Department Budget expenses associated with the administrative functions of the Utility Fund. Increased funding of \$7,953.00 includes salaries and a Dodge Durango. Additional costs are offset by the reduction in the Capital Improvement Plan. Accordingly, the requested budget for this department is \$774,489.00 as compared to the FY21 budget of \$766,536.00.

Buildings and Grounds (500)

Public Works and Utilities Director Chris McCorquodale stated that the Building and Grounds budget are associated with utilities, general maintenance and repairs of the City Hall campus, and Oakwood Cemetery. The requested budget includes an increase of approximately \$29,500.00 over current year. Increases include painting the exterior of City Hall and additional elevator maintenance. Accordingly, the requested budget for this department is \$125,806.00 as compared to the FY21 budget of \$96,306.00.

The Board of Commissioners discussed the additional items to the department including the painting the exterior of City Hall and the Oakwood Cemetery expense.

Garage (555)

Public Works and Utilities Director Chris McCorquodale stated that the Garage's Department are expenses associated with the maintenance of vehicles in the Town's fleet. An increase of \$18,375.00 includes training, contracted services for contracted building maintenance and a new laptop and software for vehicle maintenance schedules. Accordingly, the requested budget for this department is \$74,936.00 as compared to the FY21 budget of \$56,561.00.

The Board of Commissioners discussed the additional position and waste collection from the side of streets.

Public Works (560)

Public Works and Utilities Director Chris McCorquodale stated that the Public Works Department are expenses associated with the maintenance of sidewalks, street, cemetery, town properties. An increase of \$101,792.00 includes training, vehicle repairs, automotive and general supplies, purchase a F250 truck, paint buildings, replace flooring, sign board, zero turn mower, and purchase new Seasonal lights. Accordingly, the proposed budget for this department is \$562,823.00 as compared to the FY21 budget of \$461,031.00.

The Board of Commissioners discussed the lights downtown and the crew cab truck.

Sanitation (580)

Public Works and Utilities Director Chris McCorquodale stated that the Sanitation Departmental Budget funds are expenses associated with the Town's solid waste program including curb pickup, junk and bulky waste, and green waste. An increase of \$101,495.00 includes vehicle repairs and increase travel and tipping fees due to the transfer station closing in Siler City, new roll off containers, an additional staff person, and new trash cans downtown as recommended by the Downtown Advisory Committee. Accordingly, the requested budget for this department is \$729,054.00 as compared to the FY21 budget of \$627,559.00.

Streets (570)

Public Works and Utilities Director Chris McCorquodale stated that the Powell Bill Departmental Budget funds are expenses associated with the town streets, sidewalks, and new construction projects. There is a decrease of \$47,596.00 in this department due to the purchase of a tractor in last year's budget. The offset is associated with a request for an additional Street Maintenance Worker. Accordingly, the requested budget for this department is \$549,150.00 as compared to the FY21 budget of \$596,746.00.

Water Treatment (810)

Public Works and Utilities Director Chris McCorquodale stated that the Water Treatment Plant's Department Budget are expenses associated with the operations of the facility. The proposed budget requests an increase of approximately \$286,322.00 over current year. Increased funding includes laboratory supplies and laboratory analysis. Capital Outlay – Building includes: Roof, Additional Ferric Tank, Maintenance Building, Filter, Backwash, Actuators, Pipe Gallery Paint, and Fencing. Capital Outlay – Equipment includes: Raw PS VFD Replacement and RTU, Chemical flow meters (4), F150, Pumps & Valves Replacement, Hach CL2 Analyzers (4). Accordingly, the proposed budget for this department is \$2,467,143.00 as compared to the FY21 budget of \$2,180,821.00.

The Board of Commissioners discussed the equipment maintenance line item.

Wastewater Treatment (822)

Public Works and Utilities Director Chris McCorquodale stated that the Wastewater Treatment Plant's Department are expenses associated with the operations of the facility. Additional funding in this Department is anticipated to be necessary to support higher productivity of the Wastewater Plant associated with the volume of treated wastewater demand from the new poultry industry and new permit requirements. The budget requests an increase of approximately \$312,644.00 over current year. Increased funding includes professional services, maintenance, lab supplies and analysis, sludge removal, and chemicals. Capital Outlay for Buildings and Grounds: Clarifier Trough re-coating, basin and building repair, generator for control building. Capital Outlay for Equipment: Filter Media, Dishwasher for lab, boom Pole for Skid Steer. Accordingly, the requested budget for this department is \$2,383,765.00 as compared to the FY21 budget of \$2,071,121.00.

The Board of Commissioner discussed the capital items, including the dish washer.

Water and Sewer Maintenance (828)

Public Works and Utilities Director Chris McCorquodale stated that the Water Sewer Maintenance Departmental Budget funds are expenses associated with the maintenance and repair of the Town's water and sewer infrastructure. An increase of \$273,313.00 includes vehicle repairs, remetering program, water line replacement, F250 with a service bed, Ford Ranger, paint buildings at Public Works, and a Trailer Mounted Hydro Excavator. This department is also requesting two new positions, a Utility Maintenance Worker, and a Meter Reader. Accordingly, the requested budget for this department is \$1,105,791.00 as compared to the FY21 budget of \$832,478.00.

The Board of Commissioners discussed the excavator, training, and 811 locating.

Airport (650)

Town Manager Roy Lynch stated that the Airport's Departmental Budget funds are expenses associated with the operations of the Siler City Municipal Airport. The proposed budget requests an increase of approximately \$12,000.00 over current year to replace the façade on the terminal building. Accordingly, the requested budget for this department is \$90,278.00 as compared to the FY21 budget of \$78,278.00.

The Board of Commissioners discussed the upgrades to the terminal building.

Library (630)

Public Works and Utilities Director Chris McCorquodale stated that the Library's Departmental Budget funds are expenses associated with the maintenance of the Library building. The proposed budget requests an increase of approximately \$24,000 over current year for exterior painting, sidewalk repair, and fencing. Accordingly, the requested budget for this department is \$42,950.00 as compared to the FY21 budget of \$18,950.00.

The Board of Commissioners discussed the operations of the Library by Chatham County.

License Plate Agency (412)

Finance Director Tina Stroupe stated that the License Plate Agency Budget is for administrative expenses associated with the LPA operations. This department has a decrease of \$3,713.00. Accordingly, the requested budget for this department is \$122,866.00 as compared to the FY21 budget of \$126,579.00.

The Board of Commissioners commented on the excellent comments they have received about the staff in the LPA.

Planning and Community Development (416)

Planning and Community Development Director Jack Meadows stated that the Planning Department budget requests an increase of approximately \$172,874.00 over current year which includes minimum housing abatement, professional services, training, postage, special projects, and contracted services including code enforcement. This department would like to add new staff (Planner I). Accordingly, the requested budget for this department is \$490,549.00 as compared to the FY21 budget of \$317,675.00.

The Board of Commissioners discussed the list of nuisance houses in town.

Recreation (620)

Parks and Recreation Director Jack Clelland stated that the Parks and Recreation Departmental Budget funds are expenses associated with the maintenance of town parks and recreation facilities, as well as recreation programs. An increase of \$154,905.00 includes professional services, building and ground maintenance, athletic supplies, contracted services, dues and subscriptions, non-athletic supplies, maintenance office at Bray, roof, and interior work to Ramsey Gym. The department would like to add a new Program & Special Events Coordinator staff member. Accordingly, the requested budget for this department is \$787,232.00 as compared to the FY21 budget of \$632,327.00.

The Board of Commissioners discussed the roof on Ramsey Gym.

Police (510)

Police Chief Mike Wager stated that the Police Department requested budget includes an increase of approximately \$997,165.00 from current year. Increases include automotive supplies, departmental supplies, ammunition, dues and subscriptions, speed box, six Dodge Durango's, two Chevrolet Tahoe's, and capital upgrades in the building. Additionally, this department would also like to add three new Police Officers and one Evidence Technician. Accordingly, the requested budget for this department is \$3,014,501.00 as compared to the FY21 budget of \$2,016,837.00.

The Board of Commissioners discussed the requested budget and would like to have a budget workshop devoted to the Police Department.

Fire (530)

Fire Chief Scott Murphy stated that the Fire Department's expenses are associated with the operations of the Fire Department including staff, volunteers, vehicles, and the building. The budget requests an increase of approximately \$160,162.00 over current year. Increases include funding for volunteer call rate, overtime for employees, LED lights, turn out gear, thermal imagers. Accordingly, the proposed budget for this department is \$812,777.00 as compared to the FY21 budget of \$652,615.00.

The Board of Commissioners questioned the increased overtime in the Fire Department.

Revenue

Town Manager Roy Lynch shared information on the Debt Service and recommended that the Town purchase two marked patrol vehicles for the Police Department in the current year.

The Board of Commissioners discussed the recommendation.


A motion to purchase two marked patrol vehicles for the Police Department in current year was made by Commissioner Brown, seconded by Commissioner Haiges and unanimously approved.

Lynch stated that Staff have been working with Davenport and First Bank to modify the interest rate on the Lower Rocky River Reservoir and document will be presented at the next meeting.

Lynch updated the Board of Commissioners on the funding of the City Hall upgrade and stated he would bring back information at the next meeting.

ADJOURNMENT

With no further business the Board of Commissioners adjourned at 11:32am.


Cindy B. Bray, Mayor Pro Tem

ATTEST:


Jenifer K Johnson, Town Clerk

